

Technical & Software Implementation Training



Offered by:

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Microsoft Office Training

In today's business world, technical training is so important. We pride ourselves in offering technical training solutions which solve the common concerns both employers and employees have with the vast array of training methodologies. We excel in ensuring that organizations have all the appropriate skills to deploy and utilize technology to its fullest potential. Instruction is offered in the following areas:

- Microsoft Access
- Microsoft Excel
- Microsoft PowerPoint
- Microsoft Outlook
- Microsoft Word
- Microsoft Project Basic
- Microsoft Project Advanced
- Microsoft Project Server – Web Access
- Microsoft Project 2003 Professional (Project Server)

Each participant receives a textbook that will be helpful to them when they return to the office. Our trainers are experienced in the use of these products and can offer real life examples as to the use of the software.

*Helping you excel in the
important areas of your business*

Web Site Development

The Internet has become one of the best methods of communicating who you are and what you offer to the world as a small business.

We help small businesses and non-profit agencies create and maintain their website.

Technical Documentation

Timely and accurate technical documentation can spell the difference between success and failure in a business. Quality of information has a dramatic impact to the bottom line.

We offer both the technical and writing expertise your business needs to put you on top.

Software Development Training

Do your IT projects fail because:

- You deliver what *YOU THOUGHT* the customer wanted?
- You don't deliver on time – your estimates are inaccurate?
- You don't deliver quality – there are too many defects?

Are you too often caught behind the eight ball because you find out too late that a project is in trouble?

We help you with training of your IT professionals in the following areas:

- Project management basics; how to track, monitor, measure and communicate project information
- Customer and systems requirements definition and gathering
- Estimating software development and using metrics to improve your estimates over time
- Effective software testing methodologies

It's amazing what training in some key areas will do to improve your success in the delivery of your software project.

All of our Software Development training may also include consultation and review of your existing software development processes and how they can be enhanced or improved. ■

*Use the power of
training in these areas
to drive down the cost
of your software
implementations!*